

State of Wisconsin **Affidavit of Process Server** County of \_\_\_\_\_

Check here if: \_\_\_\_\_ DWD or \_\_\_\_\_ USDC \_\_\_\_\_ Dist. of \_\_\_\_\_

Court/Appearance Date \_\_\_\_\_

Case Number 16-cv-1560

Conrad D Cottingham Jr

vs City of Racine, et al

- ☐ Milwaukee  
☐ Waukesha  
☐ Washington  
☐ Ozaukee  
☐ Racine  
☐ \_\_\_\_\_

I the undersigned, am an adult resident of the state and not a party to the action. I hereby, certify that on 12-2-, 2016 at 9:05 a.m./p.m.,

I duly served/attempted to serve, (see non service section)

NAME City of Racine (City Clerk)

- ☒ DEFENDANT ☐ PETITIONER  
☐ GARNISHEE DEFENDANT ☐ RESPONDENT ☐ OTHER ATTEMPT DATES \_\_\_\_\_  
☐ PLAINTIFF ☐ WITNESS

by serving Nicole Lawler Customer Service Specialist Authorized to Accept for City Clerk at  
Name Title

Home \_\_\_\_\_ Wisconsin

Business 730 Washington Ave Room 103 Racine Wisconsin

**Manner of Service:**

- ☐ Personally serving said individual so named. (Not to be used for substitution of service)
- ☒ Corporate Service: by leaving, during office hours, copies at the office of the person/entity being served, leaving same with the person apparently in charge thereof.
- ☐ Substitution of service: After diligent search and inquiry, having made \_\_\_\_\_ attempts by leaving true & correct copies of the above documents with a competent member of the family over the age of 14, and informed that person of the contents thereof. (See other attempt dates.)
- ☐ By posting copies in a conspicuous manner to the address of the person/entity being served. (Use only for evictions.)
- ☐ Copies of the documents were mailed by prepaid, first class mail on: (For eviction only) \_\_\_\_\_  
Date From

**Non-Service:** after due search, careful inquiry and diligent attempts at the address(s) listed above, I have been unable to effect process upon the person/entity being served because of the following reason(s):

- ☐ Unknown at address ☐ Moved no forwarding ☐ Refuses to cooperate in acceptance  
☐ Address does not exist ☐ Evading ☐ Service cancelled by litigant  
☐ Not home three attempts ☐ Unable to serve in a timely fashion ☐ Search was conducted, whereabouts unknown

**Type of Documents:**

- ☐ SUMMONS & COMPLAINT ☐ ORDER TO SHOW CAUSE & AFFIDAVIT  
☒ AUTHENTICATED SUMMONS & COMPLAINT ☐ GARNISHEE SUMMONS & COMPLAINT EARNINGS – NON EARNINGS  
☐ EVICTION: SUMMONS & COMPLAINT ☐ SUBPOENA – SUBPENNA DUCES TECUM  
☐ NOTICE OF MOTION & MOTION ☐ SUMMONS AND PETITION  
☐ CONFERENCE ORDER ☐ NOTICE OF/TERMINATION TENANCY/PAY OR QUIT  
☐ OTHER: \_\_\_\_\_ ☐ WRITTEN INTERROGATORIES & REQUEST FOR PRODUCTION OF DOCUMENTS.

At the time of Service, I did place upon it the date, time, manner and my name, leaving a true and correct copy thereof, and that the server knew the person so served to be the defendant (or other) mentioned and named therein.

NUMBER OF ATTEMPTS _____	NUMBER OF ADDRESSES ATTEMPTED (if more than one) _____
SERVICE FEE \$ <u>48.50</u>	WITNESS FEE \$ _____
GARNISHEE FEE \$ _____	SEARCH FEE \$ _____
MAILING FEE \$ _____	MILEAGE \$ _____
Server's Name <u>Patrick Doyle</u>	Server's Signature <u>[Signature]</u>
(print)	

Subscribed and sworn to before me  
this 10 day of Dec, 2016

NOTARY PUBLIC, State of Wisconsin  
My Commission Expires 12-3-17

Accurate Process Service, LLC  
P.O. Box 1414 (mailing address)  
Milwaukee, Wisconsin 53201-1414  
(414) 423-4341